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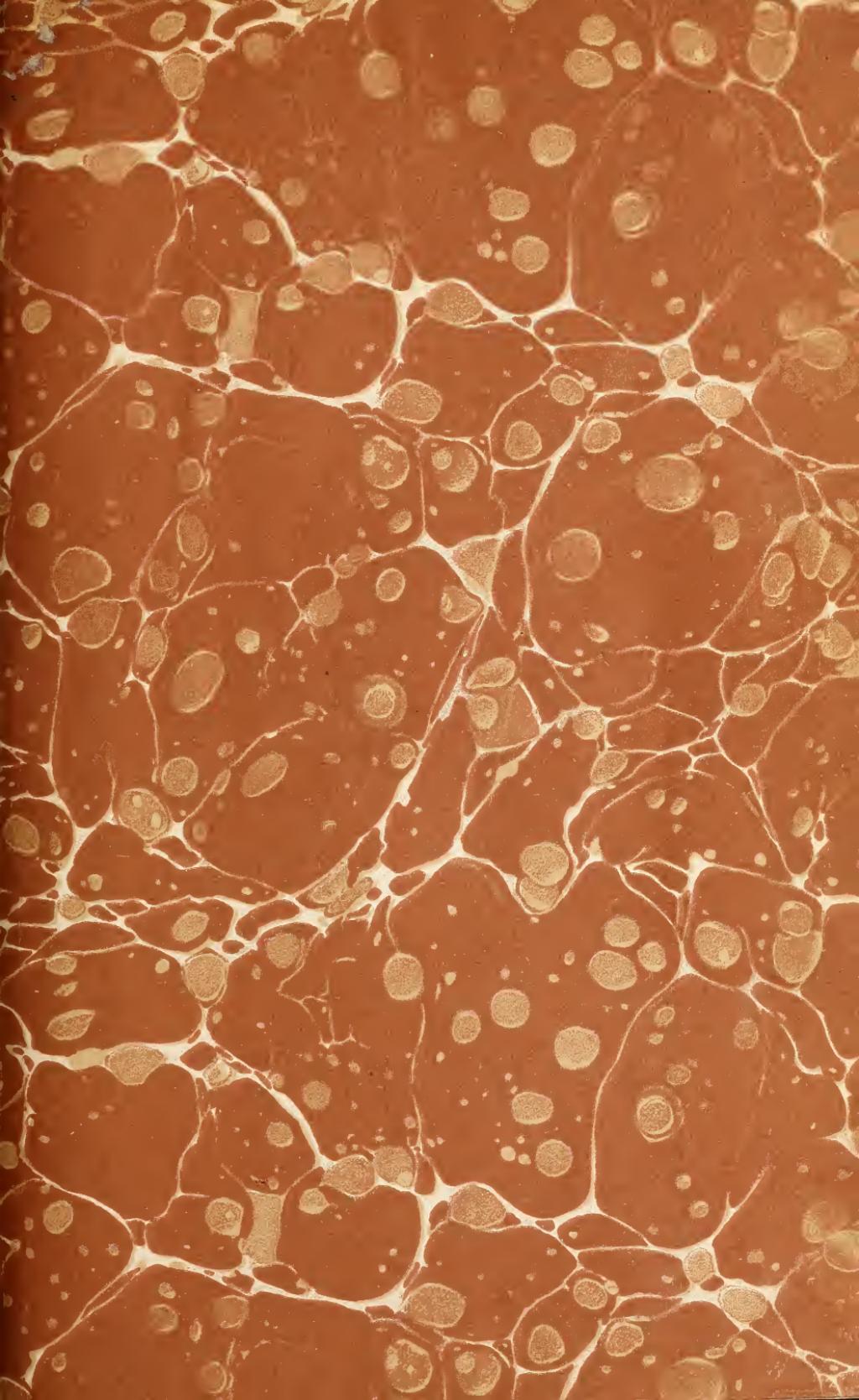
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U. S. DEPARTMENT OF AGRICULTURE,  
BUREAU OF ANIMAL INDUSTRY.

A. D. MELVIN, CHIEF OF BUREAU.

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## SERVICE ANNOUNCEMENTS.

WASHINGTON, D. C., NOVEMBER 15, 1911.

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[This publication is designed to disseminate information and instructions to persons in the service of the Bureau of Animal Industry and to proprietors of establishments at which the Federal meat inspection is conducted. It is not intended for general distribution to the public. A supply will be sent to each official in charge of a station or branch of the bureau service, who should promptly distribute copies to members of his force. A file should be kept at each station for reference.]

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### INSTRUCTIONS CONCERNING MEAT INSPECTION.

#### Inspection of Ham Facings.

It has been brought to the attention of the bureau that at some stations it is necessary to condemn ham facings in whole or in part on account of abscesses, bruises, wounds, etc. It appears that these conditions exist regardless of the sex of the animals. Inspectors in charge will therefore require that all ham facings be inspected to detect any condition which renders them unfit for food.

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### SUBSTANCE PERMITTED FOR OFFICIAL DIPPING OF SHEEP.

The use of the following-named substance is permitted by the department in the official dipping of sheep for scabies:

"*Creosotol Dip*," a coal-tar creosote dip, manufactured by The Hunt Manufacturing Co., Cleveland, Ohio. Dilution permitted, 1 gallon to not more than 72 gallons of water.

Inspectors will not permit the use in official dipping of packages of this dip which are not labeled in accordance with the above specifications, nor will they permit the use in official dipping of any proprietary substance which does not bear the guaranty required of manufacturers by the regulations, B. A. I. Order 143 and amendments thereto, or which in any manner violates the provisions of said regulations or amendments.

## INSPECTION AND TESTING OF ANIMALS FOR CANADA.

The following changes have been made in the list of practicing veterinarians registered by the bureau and authorized to inspect and test with mallein horses, mules, and asses intended for export to Canada:

## Names Added to List.

Dr. T. Ruth, Desmet, S. Dak.  
 Dr. George F. Rennicks, Sauk Center, Minn.  
 Dr. M. M. McCoy, Garfield, Wash.  
 Dr. J. D. Inger, Waverly, Iowa.  
 Dr. A. H. Hill, Brookings, S. Dak.  
 Dr. T. Falconer, Alexandria, Minn.  
 Dr. F. F. Dolan, Willow' City, N. Dak.  
 Dr. Fred Evans, Sioux Falls, S. Dak.  
 Dr. Ellis Peterson, Reno, Nev.  
 Dr. Charles G. Lamb, Denver, Colo.  
 Dr. C. McDowell, Watertown, S. Dak.  
 Dr. Jesse R. Lupfer, Canby, Minn.

## CONVICTIONS FOR VIOLATIONS OF LAWS.

The following results of court prosecutions for violations of laws have been reported to the bureau since October 10, 1911:

## Live-stock Quarantine Law.

Number of cases.	Defendant.	Penalty.	Where tried.
1	William Blake.....	\$100.00	Missouri.
2	Louisville & Nashville R. R.....	217.00	Ohio.
1	Mobile & Ohio R. R.....	100.00	Illinois.
1	Joseph Speer.....	319.50	Arkansas.
1	St. Louis, Iron Mountain & Southern Ry. Co. and P. J. Gerrard.....	200.00	Do.

<sup>1</sup> Fine remitted.

Since October 10, 1911, 13 reports of alleged violation of the quarantine law and regulations have been received.

## Twenty-eight Hour Law.

Number of cases.	Defendant.	Penalty.	Where tried.
2	Erie R. R.....	\$216.31	New York.
2	Indiana Harbor Belt Ry.....	129.35	Illinois.
2	Chicago, Rock Island & Pacific R. R.....	131.89	Tennessee.

Since October 10, 1911, 46 reports of alleged violation of the 28-hour law have been received.

## Meat-Inspection Law.

In the case of the United States *v.* Joseph D. Schultz, Ridgebury, N. Y., the defendant was recently found guilty of violating the meat-inspection act in shipping interstate certain immature calf carcasses, and was sentenced to pay a fine of \$250 and to serve 6 months in prison.

### State Quarantine Cases.

E. J. Roberson, of Robersonville, N. C., was fined \$5 and costs by the recorder's court at Tarboro, N. C., for moving two steers from Martin County to Edgecombe County.

W. J. Everett, of Bethel, Edgecombe County, N. C., was fined \$5 and costs, amounting to \$13.85, by the same court for moving 6 steers from Martin County to Edgecombe County.

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### NEW METHOD OF PREPARING APPOINTMENT PAPERS, ETC.

Since August 1, 1911, all orders of the Secretary of Agriculture covering changes in the personnel of the entire department have been prepared in the office of the appointment clerk of the department instead of in the separate bureaus, as has been the custom heretofore in this and some of the other bureaus. These orders are made in blanket form and are filed in the office of the appointment clerk of the department. Separate notices of action are then issued over the signature of the appointment clerk, and these notices relating to employees of the Bureau of Animal Industry are forwarded through the bureau to the person affected by the change or to his inspector in charge. The date of the notice is the same as the date of the order which the Secretary signs, and this date must be quoted on salary accounts and pay rolls. The notice in each instance contains all necessary information as to designation, salary, manner of reporting, date effective, etc., and in all cases where an oath of office is required by the change, information to that effect appears in the notice. In most cases the notice is mailed without a letter of transmittal, and should be delivered or forwarded to the person concerned as soon as it has been recorded in the office of the inspector in charge.

Oaths of office of new appointees should be forwarded immediately to the bureau at Washington. Where the appointment is on the statutory roll, the oath must be taken on or before the day the appointee begins work.

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### LOST CHECKS.

When a check is lost the bureau must be notified at once in order that payment thereon may be stopped. If the check is subsequently found, this fact should be reported to the bureau, when the necessary steps will be taken to have the stop order against the check rescinded. No effort should be made to cash the check until notice is received from the Washington office that the stoppage of payment has been removed.

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### TRANSPORTATION ORDERS.

Applications for transportation orders should be made by letter instead of on Form P-1. Each application must indicate the number of the authorization and the appropriation under which the proposed travel will be performed.

Employees using transportation orders should carefully fill out the coupon attached to each and promptly forward it to the Washington office of the bureau. Those who travel a great deal may, if they prefer, allow the coupons to accumulate and forward them every 10 days, but coupons must not be retained for a longer period.

### MILEAGE AND SCRIP.

The attention of inspectors in charge and others having general authority to travel is directed to the instructions in Service Announcements for July, 1911, page 51, concerning the use of mileage and scrip. A report is desired from each employee who has an authorization covering travel. All those who have failed to submit such report should give the matter immediate attention and furnish the information requested in paragraph 2 of the above-mentioned instructions.

Where mileage is used by employees the interchangeable kind should be purchased, if it is available in the territory in which the travel is usually performed. If the estimated total travel of a given force during the fiscal year will be sufficient to justify the use of mileage, although the travel of no one member of the force would exhaust a mileage book, an interchangeable mileage book should be purchased in the name of the inspector in charge and made available for any employee on the force who is detailed to travel. The report of mileage used, Form T-12 (or 8-1236), must show in whose name the mileage book was purchased, as well as the name of the person using the mileage.

The refund application blank in scrip books must be made out payable to the "Disbursing Clerk, U. S. Department of Agriculture, Washington, D. C.," and not to some other person or to the Bureau of Animal Industry.

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### TRANSPORTATION OF HOUSEHOLD GOODS.

When writing the Washington office relative to a proposed transfer of an employee the inspector in charge should always state whether a bill of lading for the transfer of household goods is necessary, and if so, give the approximate date on which the shipment will be made.

Attention is called to the importance of a strict compliance with the instructions in Service Announcements Nos. 44, 45, and 51, concerning household goods. In order to avail themselves of the privilege of shipping their household goods at the expense of the department, employees must obtain a departmental bill of lading in each instance. The use of a commercial bill of lading for this purpose is prohibited, except as indicated in Service Announcements No. 44, page 84.

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### TELEPHONE SERVICE.

A detailed report is desired covering all telephone service necessary in connection with the bureau work. A blank, Form T-19, has been sent to each employee having authority to incur expense for "telephone service," and the information should be furnished promptly. If any who are using telephone service have not received copies of Form T-19 the Washington office should be notified at once and additional blanks will be forwarded.

All bills for telephone rental must be prepared in the usual way on Form A voucher and have the approval of the inspector in charge or other employee under whose supervision the expense was incurred, in order that the department may make settlement direct with the telephone company. Charges for telephone tolls only may, if required, be paid from the personal funds of the employee and the items included in his regular reimbursement account.

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### REPORTS OF ACCIDENTAL INJURY TO EMPLOYEES.

Hereafter all reports of accidental injury to employees, Forms C. A.-1 and C. A.-2a of the Department of Commerce and Labor, should be made in duplicate.

## PUBLICATIONS IN OCTOBER.

[Publications intended for employees are sent in bulk to inspectors in charge at the different stations, and no mailing list of individual employees is kept. Owing to the limited editions and the large number of bureau employees, as a rule only sufficient copies are sent to supply the more important employees. Requests from any employee for publications, however, will be complied with as far as practicable. Regulations will be supplied to inspectors in charge as freely as may be required for official use.]

Bulletin 128. The Influence of Type and of Age Upon the Utilization of Feed by Cattle. Investigations in cooperation with the Institute of Animal Nutrition of the Pennsylvania State College. By Henry Prentiss Armsby and J. August Fries. Pp. 245, pls. 3, figs. 17.

Bulletin 136. The Diagnosis of Glanders by Complement Fixation. By John R. Mohler, chief of the Pathological Division, and Adolph Eichhorn, bacteriologist, Pathological Division. Pp. 32, pls. 5. (Reprint, with slight revision.)

Circular 181. Methods and Results of Paraffining Cheese. By C. F. Doane, assistant dairyman, Dairy Division. Pp. 16.

Amendment 5 to B. A. I. Order 175. Regulations of the Secretary of Agriculture governing the certification of recognized breeds and purebred animals.

Modifies regulation 2, section 4, paragraph 1, regarding recognized breeds of domestic animals and books of record across the seas, and regulation 2, section 4, paragraph 2, regarding the recognition of animals registered in the Canadian National Records.

B. A. I. Order 183. To prevent the spread of splenetic fever in cattle.

Defines the area quarantined in the Southern States for the control and eradication of Texas fever of cattle and releases certain areas heretofore quarantined.

Animals imported for breeding purposes for which certificates of pure breeding have been issued by the Bureau of Animal Industry. Cattle, April 1 to June 30, 1911. Pp. 15.

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#### ORGANIZATION OF THE BUREAU OF ANIMAL INDUSTRY.

*Chief:* A. D. MELVIN.

*Assistant Chief:* A. M. FARRINGTON.

*Chief Clerk:* CHARLES C. CARROLL.

*Animal Husbandry Division:* GEORGE M. ROMMEL, chief.

*Biochemic Division:* M. DORSET, chief.

*Dairy Division:* B. H. RAWL, chief.

*Inspection Division:* RICE P. STEDDOM, chief; MORRIS WOODEN, R. A. RAMSAY, and ALBERT E. BEHNKE, associate chiefs.

*Pathological Division:* JOHN R. MOHLER, chief.

*Quarantine Division:* RICHARD W. HICKMAN, chief.

*Zoological Division:* B. H. RANSOM, chief.

*Experiment Station:* E. C. SCHROEDER, superintendent.

*Editor:* JAMES M. PICKENS.

*Office of Accounts:* JAMES L. CHASE, in charge.

*Appointment Section:* IRVING W. PEW, in charge.

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Approved.

JAMES WILSON,

*Secretary of Agriculture.*

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